

Warren County Board of Supervisors

Committee: **FINANCE**

Date: **APRIL 5, 2006**

Committee Members Present:

Supervisors	Monroe
	Belden
	Stec
	Bentley
	Tessier
	Champagne
	VanNess
	Kenny

Committee Member Absent:

Supervisor	O'Connor
------------	----------

Others Present:

Joan Parsons, Commissioner of
Administrative & Fiscal Services
Joan Sady, Clerk of the Board
Supervisor Gabriels
Supervisor F. Thomas
Supervisor Geraghty
Supervisor Girard
Supervisor Barody
Supervisor Sheehan
Frank O'Keefe, County Treasurer
Amy Bartlett, First Assistant County
Attorney
Richard Murphy, Deputy Commissioner
of Fiscal Services
William Remington, DPW Superintendent
Larry Cleveland, Sheriff
Mary Beth Casey, Commissioner, Board of
Elections
William Montfort, Commissioner, Board of
Elections
Rob Metthe, Director, Information
Technology
Christine Margiotta, The Post Star
Nicole Livingston, Second Deputy Clerk

Mr. Monroe called the meeting to order at 9:36 a.m.

Motion was made by Mr. Belden, seconded by Mr. Stec and carried unanimously to approve the minutes of the March 8, 2006 meeting, subject to correction by the Clerk.

Copies of the Finance Agenda were provided to the committee members, and a copy of same is on file with the minutes.

Mr. Monroe referred to Item 1 on the Agenda, Request for Transfer of Funds. Motion was made by Mr. Belden, seconded by Mr. Kenny, and carried unanimously, approving same and authorizing the necessary resolution for the next board meeting.

Mr. Monroe apprised Items 2a & b were referrals from the DPW Committee. The first, he said, was a request to amend the 2006 County Road Machinery Budget to increase estimated revenues and appropriations not originally budgeted to reflect receipt of

insurance recovery in the amount of \$4,430.60 resulting from damage to a County vehicle during the recent windstorm. The second referral was a request to increase Capital Project No. H.236 9550 280 (Construction of Starbuckville and Chester Creek Bridges) in the amount of \$25,000.02 (Note: The County needs to advance the State share until reimbursement is received; local share amount is \$1,250). He acknowledged the source of funding was to be determined.

A motion was made by Mr. Bentley and seconded by Mr. Stec to approve Items 2a & b as outlined above.

Regarding the source of funding for Item 2b, Mrs. Parsons explained there was a budget code, Transfer to Capital Projects, that was created in the budget process and one item in there was \$25,000 for the Quaker Road Signal Project. She further explained that at the time the Capital Project was done, only \$5,000 was needed which left \$20,000 in that project. She added that she thought another \$5,000 could be taken out of that project safely because some of the other projects were based on bids which should give some latitude there.

The question was called and the motion was carried unanimously to approve Items 2 a & b as outlined above with the source of funding for Item 2b in the amount of \$25,000.02 to be a transfer from code A.9950 910-Transfers Capital Projects. The necessary resolution was authorized for the next board meeting.

Mr. Monroe stated Item 3 on the Agenda was a referral from the Criminal Justice Committee to amend the 2006 County budget to increase estimated revenues and appropriations not originally budgeted in the amount of \$28,377 to accept probation custody fees in the amount of \$10,500 and grant funds from the NYS Division of Criminal Justice Services in the amount of \$17,877 to proceed with the purchase of the Prober Web-based software program.

A motion was made by Mr. Tessier, seconded by Mr. Champagne and carried unanimously to approve the request to amend the 2006 County budget as outlined above. The necessary resolution was authorized for the next board meeting.

Continuing, Mr. Monroe expounded Items 4a & b were referrals from the Westmount Health Facility and Countryside Adult Home. The first, he said, was a request to increase Capital Project No. H261 9550 280 (Septic System Replacement-Countryside Adult Home) in the amount of \$320,000. He acknowledged the source of funding was to be determined.

A motion was made by Mr. Champagne, seconded by Mr. Tessier and carried unanimously to approve the request to increase Capital Project No. H261 9550 280

(Septic System Replacement-Countryside Adult Home) in the amount of \$320,000 with the source of funding for the \$320,000 to be a Budget Note. The resolution authorizing the Budget Note, as well as the resolution increasing Capital Project No. H261 9550 280 (Septic System Replacement-Countryside Adult Home) were authorized for the next board meeting.

Mr. Monroe apprised the next referral from the Westmount Health Facility and Countryside Adult Home (Item 4b) was a request to transfer funds in the amount of \$2,500 to A.6030 470 (Countryside Adult Home-Contracts) to pay for engineering services relative to replacement of the windows at the Countryside Adult Home. He acknowledged a source of funding was to be determined.

A motion was made by Mr. Stec, seconded by Mr. Champagne to authorize the request as outlined above, with the source of funding for the \$2,500 to come from the Countryside Adult Home Budget code A.6030 413-Repair and Maintenance-Buildings and Property. The necessary resolution was authorized for the next board meeting.

Mr. Girard entered the meeting at 9:41 a.m.

Continuing with the Agenda review, Mr. Monroe stated Item 5 was a referral from the County Facilities Committee which has recommended awarding the RFP (Request for Proposal) for professional services for the design and construction of a new Health and Human Services Building in the amount of \$852,115 and addition/renovations to the existing Municipal Center Building in the amount of \$510,000 to Clark Patterson Associates. He added that Mrs. Parsons would address the Committee on behalf of the County Attorney, Paul Dusek.

Mrs. Parsons explained that she and Mr. Dusek had met with regard to this and when they looked at the scheduling, Mr. Dusek felt that \$700,000 would be needed to get through until the authorization of serial bonds. She noted that Mr. Dusek had prepared a proposed bond resolution and had said if it was adopted the way that it was written, and if the County Treasurer could do the inter-funds to cover the \$700,000, that when the serial bonds were done the \$700,000 could be rolled into the full bonding.

Mr. Monroe clarified that they would not be issuing the serial bonds at this time, but instead would authorize the County Treasurer to do a transfer.

A motion was made by Mr. Champagne and seconded by Mr. VanNess to authorize the County Treasurer to do a transfer to cover the \$700,000 until the authorization of the serial bonds.

Mr. VanNess commented that he was on the County Facilities Committee, and they had conducted extensive interviews with each company, and that Committee was very happy with Clark Patterson Associates.

Following discussion, the question was called and the motion was carried unanimously to authorize the County Treasurer to do a transfer to cover the \$700,000 until the authorization of the serial bonds. The necessary resolution was authorized for the next board meeting.

Mr. Monroe expounded Item 6 on the Agenda was a referral from the Federal Programs Committee (Employment and Training) to amend the 2006 County budget for Employment and Training, increasing estimated revenues and appropriations to accept funds for the Summer Youth Employment Program Initiative in the amount of \$1,100.

A motion was made by Mr. VanNess and seconded by Mr. Stec to amend the 2006 County budget for Employment and Training as outlined above.

Mr. Belden questioned how many youths the County had money to fund this year through this program. Mr. VanNess responded that the preliminary figures showed an increase in the number of youths that could be funded. He suggested that Mr. Belden contact Sharon Sano, Employment and Training Senior Coordinator, to get the answers to the questions he had.

Following the discussion, the question was called and the motion was carried unanimously to amend the 2006 County budget for Employment and Training, increasing estimated revenues and appropriations representing receipt of Summer Youth Employment Program Initiative in the amount of \$1,100. The necessary resolution was authorized for the next board meeting.

Mr. Monroe stated Item 7 on the Agenda was a request from Trish Nenninger, Assistant County Attorney, for approval to authorize the Chairman of the Board of Supervisors to execute an electric transmission line crossing easement with Niagara Mohawk relative to the subdivision of the former Silver Bow property on Queensbury Avenue, which is being developed by the Warren County EDC (Economic Development Corporation).

Amy Bartlett, First Assistant County Attorney, was at the meeting on behalf of Ms. Nenninger. She explained that there was an agreement with Niagara Mohawk and they had made it clear that if the County did not sign the easement that this project would not happen. She added that the Board of Supervisors had indicated that they wanted this to happen.

A motion was made by Mr. Stec, seconded by Mr. Belden and carried unanimously to approve the request, as outlined, and authorize the necessary resolution for the next board meeting.

Mr. Monroe stated there were a few items that required action that did not make it on the Agenda. The first, he said, was for the Committee to take action on whether or not to go forward with a year-round sales tax exemption on clothing. He reminded the Committee that in the past the County had agreed to do the two week exemption, but not for a full year.

Mr. Stec asked if the two week exemption was still an option and Mrs. Parsons said yes it was.

A motion was made by Mr. Stec and seconded by Mr. Belden to take no action and to proceed with the two week sales tax exemption as done in the past.

Mr. Stec apprised that Warren County was largely a tourism economy and statics had shown that more than 25% of sales tax that was generated in this County was from people who did not live in this area. He said that was outside County revenue that offsets in-County property tax. Mr. Monroe added if that were taken off of the sales tax, the County would still have to raise the same amount of money which would push it onto the property tax.

The question was called and the motion was carried unanimously to take no action and to proceed with the two week sales tax exemption as done in the past, and authorize the necessary resolution for the next board meeting.

Mr. Monroe noted items approved by the Personnel Committee that required Finance Committee action were Items 2c, 2d and 3a.

A motion was made by Mr. Belden, seconded by Mr. Kenny and carried unanimously to approve the aforementioned Personnel Items 2c, 2d and 3a. (Please see the minutes of the April 5, 2006, Personnel Committee meeting for details.)

Mr. Monroe said the last item to come before the Committee was in regards to the RFP (Request for Proposal) for Financial Advisory Services in connection with the issuance of Bonds for the proposed construction of a Warren County Health and Human Services Building, Municipal Center Addition and other renovations to the Municipal Center. Mrs. Parsons further explained this was the County Attorney's request in relation to the earlier bonding resolution that was discussed.

A motion was made by Mr. Belden, seconded by Mr. Tessier and carried unanimously to authorize the issuance of an RFP for Financial Advisory Services. The necessary resolution was authorized for the next board meeting.

There being no further business before the committee, on motion by Mr. Tessier and seconded by Mr. Stec, Mr. Monroe adjourned the meeting at 9:59 a.m.

Respectfully submitted,

Nicole Livingston, Second Deputy Clerk